

Planning for a Collaborative Conversation

Iowa Evaluator Approval Training Program II: Evaluation of Administrators

Identify key questions you might use in your collaborative conversation.

Key Areas	Observation Notes
<ul style="list-style-type: none"> Purpose of the Coaching Conversation 	<ul style="list-style-type: none"> The purpose of the conversation is to debrief from a meeting the counselor conducted with 7 other teachers regarding their department's support for a new high school schedule.
<ul style="list-style-type: none"> <i>Objective Questions</i> <ul style="list-style-type: none"> The "what" Invitation to the conversation 	<p>What concerns did the teachers convey their department's had expressed? What advantages did the teachers convey their department's had expressed?</p>
<ul style="list-style-type: none"> <i>Reflective Questions</i> <ul style="list-style-type: none"> The "what about the what" Emotional 	<ul style="list-style-type: none"> <i>Do you feel the teachers did a good job of soliciting the type of information that you asked them to?</i> <i>What was the most surprising frustrating information that was shared with you?</i> <i>As you consider all the information that was shared what pleases/concerns you the most?</i>
<ul style="list-style-type: none"> <i>Interpretive Questions</i> <ul style="list-style-type: none"> The "so what" Brainstorming 	<ul style="list-style-type: none"> <i>What does all the information shared by the departments mean for the future planning for a new schedule at the high school?</i> <i>What new perspectives have you gained from the information that was shared with you?</i>
<ul style="list-style-type: none"> <i>Decisional Questions</i> <ul style="list-style-type: none"> The "now what" Identifies specifics "next steps" to be taken 	<ul style="list-style-type: none"> <i>After listening to the facilitators, what do you see as your next steps are toward implementation?</i> <i>What involvement will the staff have in your next steps toward implementation?</i> <i>What will be your plan implementation if the staff determines this is the schedule that they want implemented?</i>
<ul style="list-style-type: none"> <i>Based on the Decision, what are the responsibilities of the Counselor?</i> 	<p><i>The counselor will have to report back to the staff on his findings and what would be the proposed schedule that they have identified as their choice. The counselor will have to report to the board of education on the proposed schedule for final approval.</i></p>
<ul style="list-style-type: none"> <i>Based on the Decision, what are my responsibilities?</i> 	<ul style="list-style-type: none"> <i>The administrator's responsibility will be to continue to collaborate with the counselor and strategize the steps to proposal to implementation. The administrator will help facilitate the successful implementation process.</i>

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Reflection on the Collaborative Conversation

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Date: January 3, 2010

Reflect on the collaborative conversation you completed with the counselor:

What impact did planning for the conversation, including the development of the ORID questions, have on the coaching conference itself?

The planning for the conversation allowed me to focus on results rather than the information that was presented by the staff.

What was most challenging for you during the conversation? Most pleasing?

The most challenging thing for me was to not get caught up on the what was said, why it was said, and who said it in the different departments.

The most pleasing was the conclusions that the counselor was able to determine from the information and to see the counselor feel good about all the work they had done.

What might be some things you would do differently/the same in your next conversation?

I would probably meet in their office rather than my office. This would make for a more collaborative feeling rather than in the supervisor's office.

I probably would not change the flow of the conversation though it was difficult to not add my own biases about different topics.

What techniques will you specifically address in your next coaching conversation?

My next conversation will be to have a collaborative conversation about the faculty meeting strategies he might want to employ and then the strategies for the board approval.